



City of Albany
City Hall – Room 202
Albany, NY 12207
Ph: 434-5090 Fax: 434-5081
RESIDENTIAL PARKING PERMIT APPLICATION

Annual Fees

Resident permit - \$20.00
Visitor permit w/vehicle permit-
\$5.00
Visitor permit only- \$10.00
Business permits - \$25.00 (no
visitor permit and limit of 3)
Health care and Contractor
permit – Exempt
Transient permit - \$15.00
All Replacement decals - \$10.00

How to complete this form

1. Read the Residential Parking Permit Guide before completing this form
2. Ensure that all fields have been filled in correctly and completely
3. Once completed this form must be submitted in person to City Hall 24 Eagle Street – Room 202

Part 1: Permit Information

1. Which type of permit do you require (check all that applies)?

☐ Resident ☐ Visitor ☐ Business ☐ Health Aide ☐ Contractor (temp) ☐ Transient - Exp. Date _____

2. Which type of permit are you applying for?

☐ New ☐ Renewal ☐ Replacement/Transfer

Part 2: Applicant Information

Last Name: _____ First Name: _____ Middle Initial: _____

Business Name: _____ Business Address: _____

Address: _____
(House #) (Street Name) (Apt.)

City: Albany State: New York Zip: _____

Contact Name: _____ Email Address: _____

Home Phone #:(____) _____ Mobile Phone #:(____) _____

Office Phone #:(____) _____ Fax Phone #: (____) _____

ZONE

A

B

C

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Part 3: Vehicle Information If the application is not the owner of the vehicle please complete Vehicle Affidavit Form

State: _____ Plate # _____ - _____

Type: ☐ Passenger ☐ Truck ☐ Van ☐ Motor Cycle ☐ Bus

Make: _____ Model: _____

Registration Exp: _____ / _____ / _____ Year: _____

Part 4: Address Verification BELOW IS FOR OFFICAL USE ONLY

All Applicants must verify their address by supplying two current documents from the list below OR a current New York State Drivers License (with qualifying address) and one document below. Also phone bill must be landline bills; NO cell phone bills will be accepted. We do not accept pay checks or pay stubs. Both a valid driver's license and vehicle registration are necessary at the time of application submission.

- ☐ **Drivers License** (mandatory) ☐ Mortgage/Deed/Lease ☐ Letter (Landlord/employer-**notarized**) ☐ Phone Bill
- ☐ **Car Registration** (mandatory) ☐ Tax Bill ☐ Satellite/Cable T.V. Bill ☐ Insurance Policy/Bill
- ☐ Closing/Escrow document ☐ Gas/Electric Bill ☐ Credit Card Statement ☐ Water Bill

Part 5: Application Affidavit

It is a violation of the City of Albany Municipal Code Chapter 359 and article VIII to allow use of a permit for commuter parking. I declare that the information is true and correct. I also acknowledge that failure to properly display these permits may result in the issuance of a valid citation and they it is my responsibility to inform all members of my household and visitors on the correct use of my permits. I declare that I have read and understand the penalty provisions under article VIII of the Residential Parking Permit System which provides, in part, that permits are not transferable and it is a violation to sell transfer, exchange, or produce copies of these permits. It is also a violation to use these permits outside of the zones to which they are issued. ***Please be advised that all Emergency No Parking and Snow Emergency No Parking Rules and Regulations supersedes the rules of the Residential Parking Permit System. Additionally, alternate side parking will still be enforced in all Residential Parking Permit Zones, as it has been done in the past. On street parking regulations that have also been in place in the past still exist and must be complied with in addition to the Residential Parking Permit System.***

Signature

Date

Zone/Permit Area

Clerk Initials